

**MINUTES (DRAFT)**  
**MEAD PUBLIC LIBRARY**  
**FINANCE COMMITTEE MEETING**  
**Thursday, May 24, 2012**

The meeting of the Mead Public Library (MPL) Board Finance Committee was held on Thursday, May 24, 2012 in the Public Conference Room. Present Committee Members: Mr. Nelson, presiding; Mrs. Johnson, Mrs. Quinn, Mr. Sampson and Mr. Zylman. Others present: City of Sheboygan Chief Administrative Officer James Amodeo. Present Staff Members: Ms. Winkle and Mr. Zehfus.

1. The meeting was called to order at 2:15 p.m. by Nelson.
2. Nelson determined there was a Quorum present.
3. Johnson **moved** to approve the Finance Committee minutes of April 26, 2012. **Seconded** by Zylman. The motion **passed**.
4. Nelson began review and possible action on payment of current expenditures, including payroll and recurring expenditures. Quinn **moved** to recommend the Board approve the current expenditures. **Seconded** by Sampson. The motion **passed**.
5. Nelson began review and possible action on repair and painting of a section of the standing seam metal roof with the Future Capital reserve fund serving as the source of funds. Zehfus reported on the problems with the metal roof and the changes the contractor had made to the proposal at the request of the Committee. Zylman **moved** to recommend the Board approve the project at a cost not to exceed \$7,540.00. **Seconded** by Sampson. The motion **passed**.
6. Nelson began review and possible action on acceptance of a gift from the Mead Public Library Foundation for Rocca Meeting Room (RMR) improvements and approval of proposed vendor quotes for the project. Winkle gave background information. The project's funding source will be the Maas income fund which supports youth services at MPL. The RMR is often used for children's programming particularly during summer reading programs and the Children's Book Festival. The scope of the project includes upgrading of the RMR's outdated sound and video projection system, adding an induction hearing loop for assistive listening and replacing the carpeting. The work is tentatively scheduled for the last two weeks of August. Several sound system contractors submitted proposals. MetroSound offered the best proposal that includes installation of both the AV system and the induction loop. The Committee discussed the matter at length. Quinn **moved** to recommend that the Board accept the gift from the Mead Public Library Foundation for improvements to the RMR. **Seconded** by Sampson. The motion **passed**. Johnson **moved** to recommend the Board approve the MetroSound proposal with MPL direct purchasing the equipment via the City Purchasing Agent. **Seconded** by Sampson. The motion **passed**. Johnson then **moved** to recommend the Board approve the Dulmes Décor proposal to replace the carpet in the RMR at state contract rates as proposed. **Seconded** by Sampson. The motion **passed**.
7. Winkle reported on the status of the proposed budget amendment re merit pay plan implementation and capital purchase. Several Board members attended the recent Common Council Finance Committee meeting, at which it voted favorably on the budget amendment. Common

Council approved the amendment at a subsequent meeting.

8. Nelson confirmed that he will present the committee report to the Mead Public Library Board

9. The date of the next meeting will be June 21<sup>st</sup> or as needed.

10. Seeing no further business Mr. Nelson adjourned the meeting at 3:07 p.m.